

# AACRAC December 10, 2003 Meeting Minutes

Present: Kent Heikens, Loren Jones, Louisa Tabatabai, Mark Tomer

Absent with Notification: Emilie Zehr

1. Meeting called to order 1:17 PM.
2. Approval of November 12, 2003 Meeting Minutes. No additions or corrections.
3. November observances review, National Native American Heritage and Veteran's Day, Bill Van Roekel. Bill Van Roekel not in attendance. The observances were recognized by the presentation of Posters at all five locations. The video More Than Bows and Arrows was shown at the NADC November 26, 2003. The video More Than Bows and Arrows will be shown at NSTL Location next week. The video Return With Honor was shown at Plant Introduction. Mary Sue Brown of NADC Illustration Services made a poster/flyer for the video More Than Bows and Arrows.
4. Upcoming observances, Martin Luther King Jr.'s Birthday, January 19, 2004, and Black History Month, Mark Tomer. Mark Tomer proposed showing the video The Long Walk Home, and possibly some other material available in the AACRAC video library. Mark Tomer requested up to \$300 for purchases for these two observances for posters, videos, or other supply materials. The availability of a DVD player was discussed for video presentations. The AACRAC may wish to consider purchasing videos in the DVD format as the video technology is using this format. Motion made by Loren Jones, seconded by Kent Heikens, all approved, no one opposed.
5. Membership on the AACRAC. Tonia McNunn, NADC, will not serve another two-year term. E-mail conformation to Chairperson, Louisa Tabatabai after written e-mail inquiry. Loren Jones submitted a request to Chairperson, Louisa Tabatabai for Jeff Hoelsing, NADC, to become an AACRAC member. Louisa Tabatabai will submit request to the Location Coordinator and Location Coordinator Liaison, Keith Murray. Also, Louisa Tabatabai will submit a request to the Research Leaders asking for members to the AACRAC.
6. Memo to the Midwest Area EO Advisory Committee. A copy was passed to attending members for input. With the new membership of the AACRAC it can be helpful to understand the organization. A copy will be sent to the Chairperson of the Midwest Area EO Advisory Committee and to Marie Bishop, Midwest Area Equal Employment Opportunity Coordinator.
7. Chairperson, Louisa Tabatabai is still waiting for a response from an e-mail sent late October / early November to Marie Bishop, Midwest Area Equal Employment Opportunity Coordinator requesting the current definition of a 'minority'. The AACRAC does not have an official 'minority member' as mandated by the Civil Rights Advisory Committee Charter USDA/ARS/Ames Location
8. The AACRAC meetings for January and February will be scheduled for 11:00 AM on January 14, 2004 and February 11, 2004. This is due to a conflict in time for Chairperson, Louisa Tabatabai.
9. Meeting adjourned, 1:45 PM

Minutes written by Loren Jones